

MARYLAND DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES ADMINISTRATION
PRE-PROPOSAL CONFERENCE
STATEMENT OF NEED/REQUEST FOR PROPOSALS (SON/RFP)
SOLICITATION NO. SSA/SONGH-18-001-S

WHEREUPON,

Pursuant to Notice, the above-entitled pre-proposal conference was held on Tuesday, November 14, 2017, at 311 West Saratoga Street, Room 104, Baltimore, Maryland, 21201, commencing at 10:07 a.m., there being present the following parties:

ON BEHALF OF THE DEPARTMENT OF HUMAN SERVICES:

JAMES REDDITT, Procurement Officer
DHS Office of Procurement

TENNILLE THOMAS, Chief of Staff,
Social Services Administration

JUANITA MCGILL, DHS Office of Procurement

KENNETH JESSUP, DHS Program Manager,
Office of Hiring Agreements

ROGER LEWIS, Contracts Monitoring Manager,
Social Services Administration

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REPORTED BY: DEBORAH B. GAUTHIER, Notary Public

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P R O C E E D I N G S

MR. REDDITT: Ladies and gentlemen, good morning.

AUDIENCE: Good morning.

MR. REDDITT: My name is James Redditt, and I'd like to welcome you to the Department of Human Services. Today we'll be sharing information with you concerning the Statement of Need/Request for Proposals entitled "Diagnostic Evaluation and Treatment Program and High Intensity Group Home Residential Child Care Services. The Agency's (indiscernible) for this solicitation is SSA/SONGH-18-001-S.

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If you have not already done so, I'd ask if you'd please sign in at the table at the -- by the front door. When you sign in, I'd ask that you please identify whether your organization is a Minority Business Enterprise, Small Business Reserve, or Veteran-Owned Small Business Enterprise. The Department likes to track the participation of these companies in its procurement opportunities. If you have a business card, please provide that, and that will satisfy your sign-in requirement.

Please note that Hunt Reporting is transcribing this conference. When asking questions, please state your name and the name of your company for the record. The transcript of this conference will be made available on the DHS website and eMaryland Marketplace following the conference. And now I'd like to introduce the members of the State -- the State representatives, and then I'm going to ask

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each of the parties to identify themselves, beginning with the front table to my left -- to my right. I'm sorry.

MS. THOMAS: Good morning everyone. Thank you for coming. My name is Tennille Thomas. I'm the Chief of Staff of the Social Services Administration.

MR. LEWIS: Good morning everybody. My name is Roger Lewis. I'm the Contracts Monitoring Manager for Social Services Administration.

MR. JESSUP: Good morning. My name is Kenneth Jessup. I'm the Program Manager for Hiring Agreements for the Department of Human Services.

MS. MCGILL: Good morning. I'm Juanita McGill, Procurement Officer with the Procurement Division here at DHR Central.

MR. REDDITT: And I'll start to my right and we'll just continue on right to left.

MR. LESHKO: I'm Joe Leshko with Arrow Child

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and Family Ministries.

MS. BISHOP: Carolyn Bishop with Arrow Child
and Family Ministries.

MS. MCGLOTHLIN-RENAULT: Jenniver
McGlothlin-Renault, Arrow Child and Family Ministries.

MS. ADERINKO: Gloria Aderinokun, Madison
Avenue, Support Services.

MS. SETON: My name is Vivian Seton, and I'm
with Seton Manor Care.

MS. WILLIAMS: Georgette Williams with Seton
Manor Care.

MS. SETON: Randy Seton with Seton Manor
Care.

MR. DRUMHELLER: Kevin Drumheller with the
ARC, Northern Chesapeake Region.

MR. BASLER: Rob Basler, Arrow Child and
Family Ministries.

MR. KEEGAN: Kevin Keegan with Catholic

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Charities.

AUDIENCE MEMBER: Markamut (indiscernible).

MS. SMITH: Nicole Smith from the Board of
Child Care.

MR. FREEMAN: James Freeman, Youth for
Tomorrow.

MR. BADLEY: Cedar Ridge Children's Home.

MS. MURRAY-MILLER: Helen Murray-Miller,
Office of Licensing and Monitoring.

MR. THOMAS: Andre Thomas, DHS Office of
Licensing and Monitoring.

MR. JOSE: Thomas Jose, Youth Town USA Group
Home.

AUDIENCE MEMBER: John (indiscernible)
Consulting.

MR. EDET: Dominic Edet with DHS.

MS. COWARD: Antoinette Coward, Contract
Monitoring.

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MR. AYER: Hi everyone. David Ayer, Social Services Administration.

DHS STAFF MEMBER: Good morning
(indiscernible) DHS Contract Monitoring.

MS. WIMBUSH: Good morning. Sharone Wimbush, SSA Contracting Monitor.

MS. WILLIS: Good morning. Courtney Willis, Contract Monitoring.

MS. GRAVES: Nia Graves, DHS Procurement.

MS. AUSTIN: Good morning. Deborah Austin, Procurement Division.

MR. REDDIT: And, again, thank everyone for attending. At this time, we will have some opening remarks from Tennille Thomas, who's the Chief of Staff for the Social Services Administration.

MS. THOMAS: Good morning everyone. Thank you again for coming. On behalf of Deputy Secretary Gregory James and Executive Director Rebecca Jones

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Gaston, I'd like to thank you. They weren't able to be here today due to other commitments. As you -- Mr. Redditt explained, we are here for the pre-proposal conference for the Statement of Need/Request for Proposals issued for youth that have been victims of sex trafficking, as well as youth who require a higher level of need. As you all know or may have heard, over the past year Maryland has embarked on this journey of bringing youth back into the State of Maryland, so this procurement is basically to increase our service capacity within the State.

We have currently right now about 27 youths that we are serving out of state. That is down significantly from the past year, where we were hovering in the number of 60. Specifically for the youth that are victims of sex trafficking, we are looking for diagnostic programs, as well as high intensity programs to serve those youth when they are

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discharged from the diagnostic programs. We know that the (indiscernible) setting is not the ideal setting, but, specifically for those youth, that seems to be a setting that can provide the services that they need until they are able to transition to family care or reunified with their family. So today, again, we are here to review the Statement of Need and hopefully answer any questions that you have so that you're able to respond to it and we can work in the State of Maryland with our youth instead of sending them out of state. Thank you.

MR. REDDITT: Thank you, Tennille. And now we'll go through some general information about the Statement of Need/Request for Proposals. As Tennille has stated, the Department of Human Services is issuing this Statement of Need/Request for Proposals to provide DETP and High Intensity Group Home services to children in foster care that have been found to

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have a high level of behavioral, educational, and medical needs and then found to be sexually abused as a result of involvement with sex trafficking.

The High Intensity Group Home Program and DETP facilities will be located throughout the State and serve foster children under the care of the Department. The anticipated duration of services to be provided under this Contract is two years with two one-year renewal options at the sole discretion of the State. For the purposes of the Statement of Need, the Procurement Officer -- that is myself -- is the sole point of contact between the State and the vendor community. Please do not contact any other State representative regarding questions about the Statement of Need or Request for Proposals. Please direct all inquiries to my attention.

I want to go through Section 1.1, the Offeror Minimum Qualifications. Offerors must provide

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proof with its Proposal that the following Minimum Qualifications have been met. For the DETP Program, Offerors shall possess a current, valid Maryland Department of Human Services/Office of Licensing and Monitoring Residential Child Care license to provide DETP services and be in good standing with the appropriate licensing agency or have the ability to obtain licensure in the State of Maryland to provide the services for this population by March 1st, 2018.

As proof of meeting this requirement, Offerors shall provide with its Proposal a copy of its current DHS license to provide DETP services in the State of Maryland or the Offeror shall provide documentation of applying with the Office of Licensing and Monitoring to become a licensed provider. Information regarding the licensing process can be found in Attachment W of the Statement of Need. For the High Intensity Programs, Offerors shall possess a

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current, valid DHS/OLM Residential Child Care or Maryland Department of Health Therapeutic Group Home license to provide High Intensity Group Home services and be in good standing with the appropriate licensing agency or have the ability to obtain licensure in the State of Maryland to provide the services for this population by January -- by March 1st -- I'm sorry -- 2018. As proof of meeting this requirement, Offerors shall provide with its Proposal a copy of its current DHS or MDH license or shall provide the documentation of applying with the Office of Licensing and Monitoring to become a licensed provider. Again, information regarding the licensing process can be found in Attachment W. I want to skip down to Section 4, the Procurement Instructions. Section 4.2, eMaryland Marketplace. In order to receive a contract award, vendors must be registered on eMaryland Marketplace. Each Offeror is requested to indicate

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its eMM vendor identification number in the Transmittal Letter submitted at the time of its Proposal submission.

Section 4.3, Questions. Responses to all questions submitted in response to this RFP will be posted on eMaryland Marketplace and the DHS website with sufficient time to allow Offerors to review them to assist with formulating their Proposal submission. If any questions that are asked during this conference are responded to during the conference, please be advised that these responses will also be published on eMaryland Marketplace and the DHS website. Should there be a discrepancy between any question responded to during this conference and any written responses provided subsequently, the written responses shall prevail.

Section 4.5, Proposal Due (Closing) Date and Time. An unbound original and five copies of both the

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Technical and Financial Proposals must be received by the Procurement Officer no later than three o'clock p.m. on Tuesday, December 19th, 2017 in order to be considered. Requests for extension to the due date and time will not be granted. Proposals received after the due date and time cannot and will not be accepted, except as provided under the provision of COMAR 21.05.03.02.F. If you are your proposal, please allow sufficient time mailing for mailing to insure it is received by the Procurement Officer prior to the proposal due date and time. A postmark by the due date and time is not acceptable. It must be received by the Procurement Officer. And more information regarding the Proposal format will be covered when we discuss Section 5.

Section 4.6, Multiple or Alternate Proposals. Although the Department will accept a Proposal for two different programs in response to the

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Statement of Need, multiple or alternate Proposals for each program will not be accepted.

Section 4.8, Public Information Act Notice.

An Offeror should give specific attention to the clear identification of those portions -- of those portions -- excuse me -- of the Proposal that it considers confidential and/or proprietary commercial information or trade secrets and provide justification why such materials, upon request, should not be disclosed by the State under the Public Information Act. This confidential and/or proprietary information should be identified by page and section number and placed after the Title Page and before the Table of Contents in the Technical Proposal and, if applicable, separately in the Financial Proposal.

Offerors are advised that, upon request for this information from a third party, the Procurement Officer is required to make an independent

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determination whether the information must be disclosed. In addition, a redacted version of your Proposal will be required to be submitted, and this will be discussed later during this conference.

Section 4.18, Proposal Affidavit, which is Attachment C of the Statement of Need/RFP. This form must be completely filled out and submitted with your Technical Proposal. You only need to submit it with the original of the Technical Proposal. Copies are not required. Please insure that each section of the Affidavit is completed. If an Offeror has no exceptions to a specific of the Affidavit, please enter your initials in each section indicating as such.

Section 4.19, which is the Contract Affidavit, which is Attachment N. This form is only to be submitted after the notification of apparent award. Please do not include the Contract Affidavit

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with your Technical Proposal.

Section 4.21, Verification of Registration and Tax Payment. Before a business entity can do business with the State, it must be registered with the State Department of Assessments and Taxation. SDAT is located at State Office Building, 301 West Preston Street, Room 803, in Baltimore. The SDAT website is listed in Section 4.21 of the RFP. It is strongly recommended that any potential Offeror complete their registration prior to the due date for receipt of Proposals, or if you're already registered, please review that your registration information is -- to insure that it's accurate and up to date. This information includes the corporate name, address, and the name and the address of the Resident Agent on file. An Offeror's failure to do so may result in (indiscernible) of such Proposal being dropped from consideration for contract award, so it's essential

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that you insure that your registration with SDAT is accurate and up to date.

Section 4.27, Veteran-Owned Small Business Enterprise, and that would be me. This information is covered in Section 4.27 of the RFP. Questions or concerns regarding the Veteran-Owned Small Business Enterprise subcontractor participation goal of this solicitation must be raised before the due date of submission of Proposals.

Section 4.27.2. The Contractor shall structure its procedures for the performance of the work required in this Contract to attempt to achieve the Veteran-Owned Small Business Enterprise participation goal as stated in this solicitation. VSBE performance must be in accordance with this section and Attachment E, as authorized by COMAR 21.11.13. The Contractor agrees to exercise all good faith efforts to carry out the requirements set forth

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in this section and Attachment E.

4.27.3. A VSBE participation goal of one percent of the total Contract dollar amount has been established for this procurement. By submitting a response to this solicitation, the Offeror agrees that this percentage of the -- of the dollar amount of Contract will be performed by Veteran-Owned Small Business Enterprises. You must insure that any Proposal for a Veteran-Owned Small Business Enterprise is verified by the Office of Small Business and Disadvantaged Business Utilization of the U.S. Department of Veterans Affairs. The listing of verified VSBEs may be found at www.va.gov/osdbu. Only VA-certified VSBEs may be used to meet the Veteran Small Business Enterprise participation goal.

Section 4.27.4. An Offeror must include with its Proposal a completed VSBE Utilization Affidavit and Prime/Subcontractor Participation

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Schedule, which are Attachments E1 and E-1A, whereby the Offeror acknowledges that it intends to meet the VSBE participation goal or requests a full or partial waiver of the VSBE participation goal. If the Offeror commits to the full VSBE participation goal or requests a partial waiver, it shall commit to making a good faith effort to achieve the stated goal, and respond to the expected degree of VSBE participation as stated in the solicitation by identifying the specific commitment of VSBEs at the time of Proposal submission.

The Offeror shall specify -- pardon me -- the percentage of contract value associated with each VSBE prime or subcontractor identified on the VSBE Participation Schedule. Please remember that this is an Affidavit and the signature indicates under the penalty of perjury that the information is true and accurate. Failure to complete and submit this

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Affidavit may result in your Proposal being deemed not reasonably acceptable of being selected for award. In other words, if this form is not returned with your Proposal submission, your Proposal will be dropped from consideration for Contract award. In order to receive credit for self-participation -- for self-performance, a VSBE Prime must list its firm in the VSBE Prime or Subcontractor Participation Schedule, which is Attachment E-1A, and include information regarding the work it will perform. For any remaining portion of the VSBE goal that is not to be performed by the VSBE Prime, the VSBE Prime must also identify the verified subcontractors that will fulfill that portion of the VSBE work. If you have been notified that your firm has been selected for an apparent award, you must complete and submit Attachment E-2, which is the VSBE Project Participation Statement, which is your agreement with the VSBE subcontractor to

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provide the services to provide the services described in the VSBE Affidavit. You must complete and submit this form within ten days of notification of apparent award. Failure to do so may result in the determination that the Contract -- that the Offeror -- I'm sorry -- the Offeror is not responsible and therefore not eligible for Contract award. If, on your VSBE Utilization and Fair Solicitation Affidavit, you state your intention to request a full or partial waiver, once you have been notified of apparent award, you must submit a request for a waiver for that portion of the VSBE subcontracting goal within ten days of notification of apparent award.

These waiver requests should be -- should include your reason or reasons for not being able to achieve the full VSBE subcontracting goal. You must include with your waiver request, your documentation demonstrating a good faith effort to achieve the VSBE

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goal. Please be advised that waivers are not automatically approved and if a waiver request is not approved, the Offeror's proposal may be dropped from consideration for Contract award.

At this time, I'd like to call Juanita McGill, who will go over the Living Wage Requirements for this RFP.

MS. MCGILL: Good morning.

AUDIENCE: Good morning.

MS. MCGILL: The Living Wage requires certain contractors and subcontractors to pay minimum wage rates to employees working under certain State services contracts. A solicitation for services under the State contract valued at \$100,000 or more may be subject to Title 18, State Finance and Procurement Article, Annotated Code of Maryland.

Effective September 28th, 2017, contractors and subcontractors subject to the Living Wage law

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shall pay each current employee at least \$13.79 per hour if State contract services valued at 50 percent or more of the total value of the contract are performed in the Tier 1 area. If State contract services valued at 50 percent or more of the total contract value are performed in the Tier 2 area, an Offeror shall pay each current employee at least \$10.36 per hour.

The specific Living Wage rate is determined by whether a majority of services take place in a Tier 1 area or Tier 2 area of the State. The Tier 1 area includes Montgomery, Prince George's, Howard, Anne Arundel, and Baltimore County and Baltimore City. The Tier 2 area includes any county in the State not included in a Tier 1 area. If a business has operations in areas with two different wage tiers, the rate you pay is determined by the area where 50 percent or more of the total contract value is

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performed.

If the employees who performed the services are not located in either Tier 1 or Tier 2, the Living Wage rate will be based upon where the majority of the recipients of the service -- services are located. In this instance, the Contract has been determined to be a Tier 1 contract.

Additional information regarding the State's Living Wage Requirement is contained in Attachments F and F-1, entitled "Living Wage Requirements for Service Contracts and Affidavit of Agreement." The Affidavit of Agreement must be completed and submitted with the original copy of the Technical Proposal. Failure to complete and submit the Living Wage Affidavit of Agreement will result in a determination that the Offeror is not responsible. The Maryland Living Wage Law is administered by the Department of Labor, Licensing, and Regulation. Additional Living

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Wage information pertaining to reporting obligations may be found by going to the Maryland State Department of Labor, Licensing, and Regulation's website and clicking on "Living Wage."

And then there's a note that the Living Wage rates are subject to annual adjustment by DLLR. However, the contractor's prices under the Contract may not change because of any Living Wage adjustment. Offerors must factor this into their Financial Proposal submissions. Thank you.

MR. REDDITT: Thank you, Juanita. Moving on to Section 4.30, Conflict of Interest Affidavit and Disclosure. Offerors shall complete and sign the Conflict of Interest Affidavit and Disclosure, which is Attachment H, and submit it with their Proposals. Offerors are advised that if a Contract is awarded as a result of this solicitation, the successful Contractor's personnel who perform, control -- who

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perform or control work under this Contract and each of the participating subcontractor personnel who perform or control work under this Contract shall be required to complete agreements substantially similar to Attachment H.

Section 4.31, Non-Disclosure Agreement. All Offerors are advised that this solicitation and any resultant Contracts are subject to the terms of the Non-Disclosure Agreement contained in this solicitation as Attachment I. This Agreement must be submitted within ten business days of notification of proposed Contract award. However, to expedite processing, it is suggested that this document be completed and submitted with your Technical Proposals.

Section 4.32, HIPAA - Business Associate Agreement. Based on the determination by the Department that the functions to be performed in accordance with this solicitation constitute Business

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Associate functions, as determined -- I'm sorry -- as defined by the -- by the HIPAA law of 1996, the recommended awardee shall execute a Business Associate Agreement as required by HIPAA regulations and set forth in Attachment J. This agreement must be provided within five business days of notification of proposed award. However, to expedite processing, it is suggested that this document be completed and submitted with your Technical Proposals.

Section 4.35, Location of the Performance of Services Disclosure. The Offeror is required to complete the Location of the Performance of Services Disclosure. A copy of this Disclosure is included in Attachment L, and the Disclosure must be submitted with your Technical Proposal.

At this time, we're going to discuss Section 4.36, which is the DHS Hiring Agreement. At this time, I want to call up Ken Jessup from the

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(indiscernible) Administration to discuss the DHS Hiring Agreement.

MR. JESSUP: Good morning all.

AUDIENCE: Good morning.

MR. JESSUP: A Hiring Agreement basically is the compliment to a State Procurement Contract. It is an agreement between a Contractor and the Department of Human Services through which they agree to cooperatively identify and hire former and currently Family Investment Program recipients to fill job openings in a Contractor State procurement project. By doing this, they are the first source for targeted populations under -- for any cash assistance programs to apply for jobs they qualify for within five business days of the job order coming to the Office of Hiring Agreements via our e-mail account.

The criteria for the Hiring Agreement inclusion would be a contract valid for two years or

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more, a contract valued at \$200,000 or more, and contracts must produce jobs during the life of the contract. This would be in effect for the full life of the contract, including extensions and renewals. In addition to that, if there are subcontractors under the primary Contractor, they would be bound as well by the Hiring Agreement. Thank you.

MR. REDDITT: Thank you, Kenneth. At this time, we're going to go to the meat of the Statement of Need or RFP, which is the Contract Requirements covered in Section 2 and Section 3. At this time, I'm going to call Roger Lewis from the Social Services Administration to go over the Contract Requirements.

MR. LEWIS: Good morning everybody.

AUDIENCE: Good morning.

MR. LEWIS: I'm going to review the summary, and this is where it is expected that if there are any questions, that you would ask your questions, because

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as Mr. Redditt indicated, this is the meat of the RFP. The Department intends to enter into a performance-based Contract with multiple RCC providers in all geographic regions of the State (see Section 2.2) -- and I wish I had brought my computer glasses, 'cause I don't have my computer glasses on, so bear with me if I'm drawing this up to my face -- so that the children in our out-of-home placements may thrive and be nurtured in a safe, community-based setting. Offerors may receive an award for more than one geographic location. See SON/RFP Section 4.9 for more Contract award information. The awards will be made per Section 6.5 of the RFP. The Department intends to allocate beds to the overall highest ranked Offeror, first based on the number of beds the Offeror requests, taking into consideration the number of beds needed at the time of award.

AUDIENCE MEMBER: I have a question. What

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page are you reading from?

MR. LEWIS: This would be my page eight.

MR. REDDITT: Section 2.1.3.

MR. LEWIS: Yes. Thank you. The Department intends to allocate beds, like I said before, to the overall highest-ranked Offeror, first based on the number of beds the Offeror requests, taking into consideration, again, the number of beds needed at the time of award, which includes the gender and age of the child to be placed, and then to the next highest-ranked Offeror, with the process continuing until all beds for that particular program have been awarded.

And I'm -- we're going to go to another page and address the number of beds for the program. The Technical Proposal shall be submitted in accordance with Section 5.2.5 of the RFP. Financial Proposals must be submitted for each RCC location, as required in Section 5.5. All services provided to children by

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Providers shall be included in the Provider's IRC/MSDE budget/rate. The Department will pay -- will only pay the rate established by the IRC/MSDE when a child is placed with a Provider. In rare instances, when a child's services may be needed to be supplemented, no additional cost or fees outside of the established IRC/MSDE rate will be permitted without the express prior written consent of the local DSS case worker.

An Offeror, either directly or in its subcontractors, must be able to provide all services and meet all the requirements of the -- requested in this solicitation, and the successful Offeror shall remain responsible for the Contract performance, regardless of subcontractor's participation in the work. The DHS Social Services Administration will oversee the administration of the Child Welfare Services in the State of Maryland under the authority of Public Law 105-89.

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(Staff member brings glasses to Mr. Lewis.)

MR. LEWIS: Oh, thank you. Wow. Now I don't have to be looking over my glasses like I was. Thank you so much. Under the Act, when children are no longer able to remain in their home, they must be protected in the least -- in the least restrictive environment where they are nurtured and can thrive. Permanency is the goal for the children in State custody, whether it's through reunification, custody, or guardianship to relatives, or adoption. Place Matters is the Department's initiative that promotes safety, family function, permanency, and community-based services for children and families in the child welfare system.

One of the six overall strategies in the Place Matters initiative is keeping the children in their home communities. Currently, children who have a level of need are forced to be placed out of state.

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And, as Tennille indicated, we have 27 children out of state right now. That number fluctuates. Maryland currently -- and this is the -- as I said, the number fluctuates, so we're reflecting 35, but the current number is 27. These children have the needs -- these children have needs that Maryland Providers have not been able to accommodate -- 27 -- in treating acute medical issues, developmental disabilities, and sex offenders. These needs may or may not be accompanied by medical needs that contribute to the complexity of the child. The population to be served in this RFP is male, female, and transgender children between the ages of 14 and 20 from all areas of the State who have co-occurring treatment needs and/or a history of sexual abuse as a result of sex trafficking. The Department is interested in providing the services in the following four geographical regions, and we have laid out the individual towns in those regions.

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We're talking about Southern Maryland, Central Maryland, Western Maryland, and Eastern Shore.

The HIGH (ECDD). The services to be provided are Residential Child Care services with a need for High Intensity Group Home services for youth that must include individual and group trauma therapy, family therapy, medication management, crisis intervention services, pro-social activities, with a staff ratio of three to one. The number of beds sought for males and females with co-occurring treatment needs is approximately 45. The projected need for placement is drawn from the number of children that are currently placed out of state and the increased number of inquiries for placements.

The DETP (Sex Trafficking). The number of beds sought for the DETP is ten. The projected need for placement is drawn from the number of children, again, that have been placed in the past three (sic)

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years and the increased number of inquiries (sic).

In the HIGH, which is the Sex Trafficking, the number of beds sought for the high intensity services, which is 16. The projected need for placement is drawn, again, from the number of children that have been placed in the past three years and the increased number of inquiries. The services to be provided for the both DETP and HIGH programs are individual trauma therapy, group therapy with a focus of commercially exploited children, victim advocacy, and pro-social activities. The scope of the project is -- utilizes the RCC programs for those children whose needs cannot be met in family-based foster care living. And the services provided by RCC programs must be appropriate to the age, gender, sexual orientation, cultural heritage, and developmental and functional level of the child.

There are three program categories being

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utilized for the purpose of this RFP, as listed below. Again, the HIGH (ECDD) includes the therapeutic group homes, which is an estimated total number of beds of 45, as stated earlier. And the DETP (Sex Trafficking) is estimated for ten beds. And the HIGH Programs for Sex Trafficking includes, again, the therapeutic group homes at the number of beds listed as 16. And as indicated next to those Programs, we have listed the licensing agencies appropriate for those Programs. The specific requirements for the RCC program category listed -- that I just listed are detailed in Sections 2.4.20 through 2.4.22. And, again, the Department intends to award a number of Contracts as may be necessary to meet the projected number of beds needed in each Program, taking into consideration the gender, age of the children and geographical region. The Department makes no promises of a referral or the number of referrals Contractors may receive and will

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use the services of its Contractors at its sole discretion.

A roster of successful Offerors for each RCC program category and jurisdiction listing the highest to the lowest overall ranked successful Offeror will be made available to each of the Local Department of Social Services for referral purposes. The ranking will be based upon the overall rank of both technical and financial factors. The technical considerations are worth more than the financial considerations. Please refer to Section 6.5.3.

And the Local Department of Social Services will exercise complete discretion to determine the most appropriate, most proximate, and least restrictive placement that is available at the time the child needs to be placed. And the appropriate Local DSS staff will take into consideration the individual needs/

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assessments of children, proximity of the RCC program, and ability of the RCC program to meet the specific needs of the child. Placements will be made beginning with the highest overall ranked RCC program that meets the aforementioned criteria that I just read off to you with available beds.

We've gone over -- touched upon the possession of a current, valid DHS/OLM RCC license or MHD -- MDH TGH license for the HIGH program, for the requisite program for which the Contractor submits a Proposal at the time of recommendation for Contract award, and, again, shall be in good standing with the appropriate license -- licensing agency; refer back to Section, as indicated earlier, 2.4.23.1.

An Offeror -- Offerors proposing a new program and without a license must have a license within ten days following the recommendation for award; must operate an RCC facility within the State

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of Maryland; and the facility must be in operation 24 hours a day, 365 days, with 24-hour supervision by awake staff; must operate the RCC program consistent with the regulations and requirements of the RCC program placement and licensing policies, as detailed in COMAR 14.31.05 through 07 and COMAR 10.21.07; must comply with all the applicable State and federal regulations, DHS policies, standards, and guidelines affecting the care and supervision of the children; and Contractors must stay abreast and comply with the current, new, and revised laws and regulations of DHS, which may include but not limited to Bill of Rights for Children and Youth in Children's Residential Facilities, Maryland DHS Family Centered Practice Model, Place Matters, and Ready by 21; and you must maintain a policy and procedures manual describing in detail the Contractor's philosophy, approach to care, and delivery of service to include Maryland DHS Family

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Centered Practice Model and Ready by 21 initiatives; must provide short-term diagnostic evaluation and long-term continuing services in a High Intensity Group Home setting. The Contractor provides services for children presenting with emotional and/or behavior conditions requiring a high level of on-site therapeutic care and intense structural supervision, behavior management, clinical intervention, and children may be -- and to children who have been sexually abused as a result of involvement in sex trafficking; and compliant with RCC services described in the Scope of Work in the earlier section, as updated from time to time -- that's Section 2.4 -- and submit the appropriate comprehensive ITP or ISP, as required by COMAR 14.31.06; develop a Behavior Management Plan that employs positive behavior interventions; insure on-site availability to provide counseling services and appropriate therapeutic

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modalities necessary to meet the needs of the children; and plan, facilitate, and coordinate all preventive, routine, and emergency medical, mental, and dental; arrange to insure that all school-age children attend an educational or vocational program, in accordance with Section 2.4.14. This may also include providing transportation to and from educational programs.

Any questions?

MR. REDDITT: Please state your name and the name of your company for the record please.

MS. MCGLOTHLIN-RENAULT: Jennifer McGlothlin-Renault, Arrow Child and Family Ministries. The ten diagnostic center beds for sex trafficking victims in the solicitation, are they conditioned on existing sex trafficking short-term placement beds or are they in replacement of those existing contracts?

MR. LEWIS: This is a new contract.

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MS. THOMAS: So they -- excuse me. I'm sorry. They are in addition to, but in the former contract, you could use those beds interchangeably. This one is specific to sex trafficking.

MS. MCGLOTHLIN-RENAULT: Thank you.

MR. BADLEY: Tom Badley, Cedar Ridge. With the 45 High Intensity beds, are those brand new beds that you're asking for?

MS. THOMAS: Yes.

MR. REDDITT: Yes.

MR. BADLEY: Okay. So -- and that's specifically for sex trafficking?

MS. THOMAS: No, no, no.

MR. BADLEY: No?

MS. THOMAS: No. So there is -- there are three services that we're looking for.

MR. BADLEY: Okay.

MS. THOMAS: There's Diagnostic; those are

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ten beds. Then there are Residential Child Care beds specifically for victims of human sex trafficking; those are 16 beds. And then there's the ECDD, and that's 45 beds. And those are additional beds over and above what was previously contracted for, so these are new beds.

MR. BADLEY: So if I -- do I need to participate in this to keep the beds that I already have?

MR. THOMAS: You need to -- no, you need to -- in order to get new beds in response to this, you would need to respond to this Proposal specifically for that service category.

MR. BADLEY: Okay.

MR. FREEMAN: Good morning. James Freeman with Youth for Tomorrow, Northern Virginia. Currently, we're contracting with DHS and mainly get victims of human trafficking in our program -- our

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girls maternity program. However, this -- what you're doing right now, this contract is specifically for programs that are in the State of Maryland, not bordering the State of Maryland, correct?

MS. THOMAS: This is specifically for providers in the State of Maryland. So if you wanted to provide the service in the State of Maryland, then you would respond to this.

MS. MCGLOTHLIN-RENAULT: Jennifer McGlothlin-Renault, Arrow Child and Family Ministries. What assessment tool will be used to identify a child as a sex trafficking victim placement and who would assess and identify the child as such?

MS. THOMAS: That one I don't know. That one I can't answer.

MR. REDDITT: We'll get back to you with a response to that.

MR. LEWIS: Yes.

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MS. THOMAS: That's a brand new question.

MR. LEWIS: That's a good question. Thank you.

MR. JONES: Norman Jones, Gibbs Place, LLC. Are there any subcategories of children and youth that will be higher priority than others, in terms of placement, as in young females or older males, that kind of thing?

MS. THOMAS: No. We have a range, so there's no priority at this time.

MR. JONES: Okay. Thank you.

MR. REDDITT: I see a hand.

MR. LEWIS: Oh, yes.

MS. GREEN: Shantel Green with Youth Transitions. My question is, what if you have a child that has both behavior -- say that they qualify for the ECDD and the sex trafficking, when you submit your Proposal, should you count -- maybe you're going to

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take -- have a couple beds for the ECDD child and then a couple for the sex trafficking. Can you do that or do you have to pick one or the other for program licensing?

DHS STAFF MEMBER: You have to pick one or the other.

MS. THOMAS: Well, see the program licensing is different -- and Andre's beside you. Our Office of Licensing and Monitoring is actually sitting beside you. The licensing is different than the type of -- so you're licensed as a specific type of program --

MS. GREEN: No, say I want --

MS. THOMAS: -- but your program profile is a different story.

MS. GREEN: That's what I'm talking about.

MS. THOMAS: So you're talking about your profile -- your program profile. Okay. I just wanted to make sure that -- so you're -- and let me make sure

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I'm understanding your question. You're saying can you serve a child who qualifies as a victim of sex trafficking and has the behaviors that we have identified in the ECDD?

MS. GREEN: Yeah.

MS. THOMAS: I'm quite sure those are going to be core-carrying at times, and so if your program can meet those needs. So if you're saying you're a program that's going to serve victims of sex trafficking and you have the capacity to serve those profiles, then that would be your -- under your program profile. That's what you would indicate, that you would have the ability to serve the gamut that we're looking for, or vice versa.

MS. GREEN: Okay. Thank you.

AUDIENCE MEMBER: (Indiscernible.)

MR. REDDITT: I'm sorry. State your name.

AUDIENCE MEMBER: John (indiscernible). The

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question is this. I'm aware that licensing is location specific, so if I want to provide services for, say for instance, the HIGH Program for ECDD, do I need another location; do I need to get another location to be able to provide services for them there (indiscernible) same facility (indiscernible) --

DHS STAFF MEMBER: I'm sorry. I couldn't hear all of what he was saying, but it sounds like, in response to this contract, you're asking can you provide it in your current location or do you need to do a new location. And it depends on what you're licensed for in your current location to be able to answer that question. So what are you licensed for in your current location

AUDIENCE MEMBER: The current license I would have is for low intensity.

MS. THOMAS: No, then he would need the High Intensity license.

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DHS STAFF MEMBER: No. Then, no, you can't do it in the same place. You would need to --

MS. THOMAS: I thought that was what he said, but I wanted to make sure.

MR. BASLER: Rob Basler, Arrow Child and Family Ministries. The requirement asks for the Program to offer trauma-certified treatment. Are there particular models that you have in mind for that or what qualifies as trauma-certified treatment?

MS. THOMAS: The person who's supposed to answer all the sex trafficking questions is not here today, so we will send out a written response, right -

MR. REDDITT: Uh-huh.

MS. THOMAS: -- to those questions specific to sex trafficking, like the trauma-certified versus the trauma-informed. We'll send that out written.

MS. MCGLOTHLIN-RENAULT: Jennifer

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McGlothlin-Renault, Arrow Child and Family Ministries.

If we have further questions then about that, would you prefer we just e-mail them to you?

MS. THOMAS: Yes.

MR. LEWIS: Yes.

MR. REDDITT: Yes, e-mail them to me.

MS. THOMAS: Not me.

MS. MCGLOTHLIN-RENAULT: Yeah, none of the rest of them; just you.

MS. THOMAS: Not me.

MR. BADLEY: Tom Badley, Cedar Ridge. To follow up on this gentleman's question then, if we do have a High Intensity Program already, it needs to be added to that?

MS. THOMAS: If you're already licensed for High Intensity, can you serve in the same location? I don't know. Why don't I know?

MS. MURRAY-MILLER: If you have enough beds.

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MS. THOMAS: Then they could do it?

MS. MURRAY-MILLER: Right.

MS. THOMAS: Okay.

MS. MURRAY-MILLER: Or they can add on like another site if you wanted to --

MS. THOMAS: To add another site.

MS. MURRAY-MILLER: Right.

AUDIENCE MEMBER: Could you speak up and make sure everybody in the room hears (indiscernible)

--

MS. THOMAS: It's not me; it's Helen.

MS. MURRAY-MILLER: I'm sorry. It was a direct response to your question.

MS. THOMAS: Okay.

MS. MURRAY-MILLER: Well, what I said (indiscernible) the question, if you have enough beds -- you know, beds currently, he can have those in, but if he doesn't, he can bid on a new site within --

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MS. THOMAS: Within the current license.

That's what -- I'm sorry. Within the current license.

AUDIENCE MEMBER: Right.

MS. THOMAS: Okay.

MR. LESHKO: Joe Leshko, Arrow. Has the Administration given any thought to the complexities of having a salary component requirement for a stand-alone contract like this and its implication for organizations that have numerous contracts with the Administration?

MS. THOMAS: I'm not sure. I can --

MR. LESHKO: Do you understand the complexity of the salary structure for those folks --

MS. THOMAS: I understand the -- yes.

MR. LESHKO: -- salary structure for these folks who work side by side?

MS. THOMAS: Uh-huh.

MR. LESHKO: Okay.

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MR. LEWIS: We'll respond to that. I like these questions that have us frozen for the moment. These are the best kind of questions, because it helps us be able to look within our RFP and make sure that we've covered all the components necessary to insure that we have a good contract award to meet the needs of our children. Go right ahead please.

MR. KEEGAN: Rather than saying my name three times, it's Kevin Keegan with Catholic Charities. I have three questions. Okay.

MR. LEWIS: Okay.

MR. KEEGAN: The question for you -- and I know the answer; I just want to ask it anyway -- but there is no -- we are currently operating our RCC in the last year of its option, so I would anticipate there's another RFP coming out for all of those other beds that's not connected with this.

MR. REDDITT: Yes, that is correct.

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MS. THOMAS: Yes.

MR. KEEGAN: You mentioned no promises of referrals, and I get that's standard contract language, but you're asking providers to open up a very expensive program at great financial risk if those beds don't get filled. So I'm guessing you can't answer anything other than what's written in the RFP, but I would at least ask you to acknowledge that the Department understands the financial risk the Providers are taking in opening a program like this with no guarantee of referrals.

MS. THOMAS: Yes.

MR. KEEGAN: Thank you. You mentioned a three-to-one staffing ratio, and as I understand the kids that are out of state (indiscernible) many of them are operating one-to-one or even one-to-two coverage. So how does the Department anticipate addressing the need for staffing beyond a three-to-one

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staff ratio?

MS. THOMAS: I'm trying to say it correctly. For three-to-one -- for the three-to-one ratio, that was the recommended ratio. If additional staff coverage is needed for that youth, we will cover that, but then we will look at whether a more high intensity -- more high intensity service is needed for that youth.

MS. SMITH: Nicole Smith, Board of Child Care. So just to follow up on that question, would that be contracted with a Local Department of Social Services for the one-to-one support?

MS. THOMAS: It would be the same mechanism that we use one-to-one now.

MS. MCGLOTHLIN-RENAULT: With the maximum of four children per facility and the three-to-one staffing ratio and doing the math to create a staffing plan and budget to cover, if -- is there consideration

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given to applying for more than four beds to a facility? Would consideration be given to applying for more than four beds or, figuring the math out so it works, either six beds or nine beds? Because the one-to-three staffing ratio with four beds, there have to be two staff to meet the requirement, so then it is a one-to-two requirement, because you can't have more than four kids in that facility, as stated in the RFP. Is that the intention?

MS. THOMAS: Yes.

MS. MCGLOTHLIN-RENAULT: Okay.

MR. LEWIS: Any further questions regarding the scope of work?

MS. ADERINOKUN: Gloria Aderinokun, Madison Avenue Support Services. I want to go back to the staff to childratio of three-to-one, just to make sure I understand it. So for every one child there's three staff?

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MS. THOMAS: Yes.

MS. ADERINOKUN: Okay. Does that include direct care or could it be just --

MS. THOMAS: Direct care.

MS. ADERINOKUN: Okay.

(Simultaneous indiscernible cross-talk.)

AUDIENCE MEMBER: No, it's three child's to one staff.

MS. THOMAS: No, no, no. No, no, no. It's three staff to one child. I'm sorry, Jennifer. It's three staff to one child, yes, and it's direct care staff, so three of your direct care staff to every one child.

AUDIENCE MEMBER: So then it's --

MS. MCGLOTHLIN-RENAULT: (Indiscernible.)

MR. REDDITT: No, that's what I just said. I'm sorry, Jennifer.

(Simultaneous indiscernible cross-talk.)

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MS. ADERINOKUN: Oh, okay. So it's actually -- if you have four kids, you have to --

MS. MCGLOTHLIN-RENAULT: You need 12 for that.

MS. ADERINOKUN: -- you need 12 --

MS. MCGLOTHLIN-RENAULT: Yeah.

MS. ADERINOKUN: So for that type of direct care, that's what my question is, that's -- I'm assuming that includes nursing or just custodial type of care? Could it be like the -- you have to have 12 people for the entire day (indiscernible) 24 hours, you have to have 12 people there?

MS. THOMAS: Well, these -- well, so the --

AUDIENCE MEMBER: I'm sorry. Can you repeat the question? I couldn't hear it.

MS. THOMAS: She was asking --

MS. ADERINOKUN: What type of staff.

MS. THOMAS: -- all day, and she's saying

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what type of staff. And so the thought process behind that is that, specifically for sex trafficking, and I'm going -- is that these youth are runners. They like to run. They need a high level of supervision, and so, with that, that gives you the opportunity to have that high level of supervision. We know, even with one-on-one, that a lot of youth still run, and that your staff, if they're -- you know, they can't just necessarily leave your unit uncovered when the youth runs, so, at least, if the youth runs, then you have staff that, also in a safe distance, can go do intervention and still have the unit covered. I think I'm saying that correctly, and if I'm not, I'll clarify it.

MR. TAMON: First of all --

MR. LEWIS: Please say your name.

MR. TAMON: My name is Charles Tamon from

CIS&H.

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MR. LEWIS: Thank you.

MR. TAMON: When you talk about least restrictive and you were talking about three staff per child, is that not very restrictive? Just wondering.

MS. THOMAS: It is very -- I mean, I think it's very restrictive, but it's specifically for the population that's being served.

MR. LEWIS: We're bringing in --

MS. THOMAS: It's not for the -- their three-to-one is specific -- I want to say -- is it specific to the sex trafficking population?

DHS STAFF MEMBER: It's not specifically.

DHS STAFF MEMBER: No, no.

MS. THOMAS: It's everywhere?

DHS STAFF MEMBER: All programs, yes.

MS. THOMAS: Okay.

DHS STAFF MEMBER: It's actually just dubbing into that HIGH ECDD.

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MS. THOMAS: Yeah. Okay.

MS. ADERINOUKUN: Gloria Aderinoukun. To follow up to the staff, one of the components is for the child to have educational/vocational schooling? Are we supplying the staff to go with them, if they're going outside the home to school or what have you? Are we still responsible for --

MS. THOMAS: No, 'cause they're going to -- no.

MS. ADERINOUKUN: So just while they're in our physical --

MS. THOMAS: Facility. Yes.

MR. KEEGAN: Kevin Keegan, Catholic Charities. So my earlier question was based on my own misunderstanding. So when I read three-to-one, I was like kids to a staff person. It's three staff persons to a kid.

DHS STAFF MEMBER: To a staff person, yes.

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MR. KEEGAN: So you're saying at all times, even awake overnight, there's three staff for every one kid. So if you have four kids in the program, that's 12 staff on duty?

MS. THOMAS: No, let me clarify that, because I don't -- I need to clarify whether it's awake overnight as well. I need to clarify that position.

MR. KEEGAN: So that would be -- that section would be helpful to provide some additional clarification on. Thank you.

MS. SMITH: Nicole Smith, Board of Child Care. In addition to the follow-up for the 24 hours, it doesn't specify the ratio of all three categories; it only lists it under the HIGH, so if we could get some clarification on that (indiscernible) --

MR. REDDITT: If you look at Section 2.4.2.4.1, it says, "Insure that there is a staff

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ratio of three-to-one for all programs.”

MS. SMITH: Okay. Thank you.

MR. REDDITT: Yes.

MS. MCGLOTHLIN-RENAULT: Jennifer

McGlothlin-Renault, Arrow Child and Family Ministries.

For the -- if -- I believe if I read it right, the RFP states if we use our current license, the current IRC/MSDE rate is applied. If our current rate does not include a three-to-one staffing ratio, is there an opportunity to submit a separate IRC budget for this -- these beds that we apply for?

MS. THOMAS: Yes.

MR. KEEGAN: I was reading the ratio wrong also. So if I have an eighth bed (indiscernible), I have seven regular High Intensity kids and I bring in one of these kids, along with that child I'm bringing in three additional staff?

MS. THOMAS: Yeah.

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MR. KEEGAN: That's a crowded cottage.

Okay. Thank you.

MS. ADERINOKUN: Gloria Aderinokun, Madison Avenue Support Services. For the High Intensity, I guess this may be a question for the licensing, but does the facility need to be -- I don't know how to -- like locked down; like could it be a regular house or does it have to be like a facility that is locked down?

MS. THOMAS: No. We don't do locked -- we don't have any locked facilities. You're saying as in a secured setting?

MS. ADERINOKUN: Secured setting, yes.

MS. THOMAS: Yes, no hardware type of secure settings.

MS. ADERINOKUN: Okay.

MR. LEWIS: Any -- oh --

MS. ADERINOKUN: Yeah. Sorry. I just --

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MR. LEWIS: That's okay. Don't apologize.
Ask.

MS. ADERINOKUN: Gloria Aderinokun, Madison Avenue Support Services. And, again, this might be for licensing, can it be co-sexes in the facility or is it -- whatever your facility is, is it strictly like females or strictly males?

DHS STAFF MEMBER: (Indiscernible response.)

MS. ADERINOKUN: Okay. So what if you have a trans -- 'cause one of the -- one of the children that we're dealing with is transgender, so would it be whatever they identify as?

MS. MURRAY-MILLER: We have actually a policy on that, so --

MR. REDDITT: We can't hear you, Helen.

MS. MURRAY-MILLER: Sorry. Can everybody hear me? We actually have a policy on that and in your licensing, we'll talk to you if you're interested

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in doing transgender, 'cause there's another step for that.

AUDIENCE MEMBER: Excuse me. I didn't get the first part of that answer.

MS. THOMAS: So there's no co-mingling of sexes, and then there's another step if you want to serve the transgender population, and so OLM will be able to answer that question in regards to working with the transgender population.

AUDIENCE MEMBER: Thank you.

MR. LEWIS: And the additional steps or step.

MS. ADERINOUKUN: I feel like all my questions are like -- well --

MR. LEWIS: That's okay.

MS. THOMAS: That's fine. This is the place to ask the questions.

MR. LEWIS: Yes, please.

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MS. ADERINOUKUN: So the age group, as you say, are 14 to 18.

MR. LEWIS: Twenty.

MR. REDDITT: Twenty.

MS. ADERINOUKUN: Twenty. I'm sorry, 14 to 20. So -- I'm sorry. Gloria Aderinoukun, Madison Avenue Support Services. Is there like a gap? Like let's say you have girls; is it -- can you have a 14-year-old girl and a 20-year-old girl in the same facility or is it like you just want 14 to 16 or something like that?

MR. LEWIS: I'm sorry.

MS. ADERINOUKUN: Is there a gap -- is there a -- because the age group is 16 --

MR. LEWIS: 14.

MR. REDDITT: 14 to 20.

MS. ADERINOUKUN: -- 14 to 20, and there's going to be a developmental gap. Like a 20-year-old

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female is a lot different from a 14-year-old, so would they be living together or is it that you just want to cluster the ages together, like 14 to 16?

DHS STAFF MEMBER: It depends on the number of sites you might have, and if one site -- you know, if that's what your license says, then you're able to take the population, even with the difference in the ages, 14 to 20, if that's what your license says.

MS. ADERINOKUN: Okay. So we would say that we just want like 14 to 18?

AUDIENCE MEMBER: Yes.

DHS STAFF MEMBER: And, also, if you have more than one site, you can have different ages at different sites, so you might want 15 to 17 in one site, but then another site you might just like to have older kids, from 17 to 20.

MR. LEWIS: These are all wonderful questions, because they're very clarifying in what we

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are not only looking for, but getting additional information as to how you look at sending in your Proposal. That's what we were looking for. Additional questions, any? Scope of work? I knew it. Go right ahead. Thank you.

MS. ADERINOKUN: Gloria Aderinokun, Madison Avenue Support Services. So we're not licensed yet, but we've been trying for awhile and it's not DHS's fault; it's the State of Maryland, 'cause they don't have enough staff to actually license, so we've been trying to get this thing for like a year.

MR. LEWIS: Okay.

MS. ADERINOKUN: So my question is, how long is it to get a license and -- how long does it actually take, once everything is in place, like (indiscernible) 'cause this says until -- we have ten days. Is that reasonable time?

MS. MURRAY-MILLER: It takes 60 days upon

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receiving the application for new licensure, for it to be completed.

MS. ADERINOKUN: Okay. So then a follow-up. If they're saying it takes 60 days and this is due December something -- 19th --

MR. REDDITT: Well, if I understand your question, you're asking how long does the licensing period take --

MS. ADERINOKUN: Yes.

MR. REDDITT: -- and OLM is saying it takes 60 days. The RFP says that you need to have a license within ten days after notification of apparent award, so what you're missing is the evaluation process for all the Proposals, and that will take some time.

MS. ADERINOKUN: Okay.

MR. REDDITT: Between the evaluation process and the notification of apparent award, that 60 days may be eaten up during that time.

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MS. ADERINOKUN: Okay.

MR. REDDITT: So once you submit your documentation to obtain a license, the 60-day clock begins at that time.

MS. ADERINOKUN: Okay.

MR. REDDITT: Did that clarify your question?

MS. ADERINOKUN: It did. Thank you very much.

MR. REDDITT: Okay. Sure.

MS. ADERINOKUN: Another question. I know that one of the attachments was the -- how much you guys paid. I didn't have a -- it looks like 13 attachments on this, but I just haven't had a chance to go through. And our understanding is (indiscernible) but what is the rate?

MS. THOMAS: We don't issue the rate. The Maryland State Department of Education issues rates

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for all private contractors, and so the rate that's issued is based on the budget that you submit.

MR. REDDITT: And that's all the attachments that were included -- the budget attachments -- all the attachments in Attachment B, those are the budget -- those are the budget requests that you submit when you apply for your license.

MS. ADERINOKUN: So let me just make sure I understand what you're saying. So Contractor A's budget is -- and I'm just throwing a number out -- is a dollar per day, per kid; Contractor B could say, hey, my budget is a dollar-50 per day; and contractor C could say my budget is two dollars a day. So you saying that's acceptable? Like everyone is just whatever their budget for that particular --

MS. THOMAS: There's not a flat -- you're looking to see is there a flat per diem? There's not a flat per diem. The Department of Human Services

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does not issue rates to providers. The Maryland State Department of Education, IRC, which is the Interagency Rates Committee, sets all rates for private providers, and so they will review the budget that you submit. There's a formula that's done and calculations that are done, and once that calculation is completed, they will issue you a rate.

MS. ADERINOKUN: Okay. And that's in the attachments -- in one of the attachments?

MS. THOMAS: Yes.

MS. ADERINOKUN: Okay.

MR. LEWIS: And, actually, the IRC did have a meeting yesterday and one at this time today for the providers, to give them updated and current information regarding the submission of their budget.

MS. ADERINOKUN: Is there a way to know what previous providers are getting?

MS. THOMAS: You can go on the Maryland

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State -- MSDE's website, under the Interagency Rates Committee, they have a link and all the information is provided there.

MS. MCGLOTHLIN-RENAULT: Jennifer McGlothlin-Renault, Arrow Child and Family Ministries. As a follow-up to the budget questions, this is outside though of the --

MS. THOMAS: Yes.

MS. MCGLOTHLIN-RENAULT: -- current provider's rate reconsideration for July --

MS. THOMAS: Yes.

MS. MCGLOTHLIN-RENAULT: -- fiscal year '19, because this would start before FY '19?

MS. THOMAS: Yes.

MS. MCGLOTHLIN-RENAULT: Okay.

MS. GREEN: So once you --

MR. REDDITT: Your name?

MS. GREEN: Shantel Green, Youth

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Transitions. So once you're (indiscernible) when are you guys thinking that you may start transitioning kids that are out of the state back into the state? Are you just going to -- once you decide that, okay, this person's going to award the contract here, are you going to just start having the locals send 8-18s to that particular agency? I mean -- you know what I mean? Like --

MR. LEWIS: Yes.

MS. GREEN: How is that going to work?

MR. LEWIS: Well -- oh, sorry. Go ahead.

MS. THOMAS: So you're trying to figure out what the referral process would be? I just want to make sure that I'm answering your question.

MS. GREEN: Right. Like once you have a licensed agency saying like I'm (indiscernible) --

MS. THOMAS: So you can be licensed, but you must have a contract in order to receive referrals for

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youth to be placed. So just obtaining a license does not guarantee that you will have a child placed. You must have a contract. And so, based on the RFP, if the submission upon your Technical Proposal -- if you are submitted -- if you are granted an award, then you would be -- you would finish -- if you haven't finished your licensing process, then you would be finished your licensing process. What we would do is submit all the profile information for all of the providers that are coming in new to the local departments. We'll probably have a round table for the local departments to kind of get to know your programs, and then the local departments would make the determinations on where they would refer their youth, based on the services you can provide.

MR. KEEGAN: Kevin Keegan, Catholic Charities. And I keep asking questions, but I think I know the answer, but I'm asking them anyway. There is

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-- is there a possibility to have a first-year rate that might be higher, given the question raised about referrals and not knowing specifically the costs the first year or not being reimbursed for the bed time immediately, so would there be a possibility to have any start-up costs associated with this or a differential rate in the first year until you're up to speed?

MS. THOMAS: At this time, I know that there is no inclusion of start-up costs, but the differential rate is a possibility.

MS. MCGLOTHLIN-RENAULT: Jennifer McGlothlin-Renault, Arrow Child and Family Ministries. At the beginning of our conference, the date in the beginning of the RFP for licensure, it's still written as January 1, but verbally it was March 1.

MR. REDDITT: We'll issue an amendment regarding that.

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MS. MCGLOTHLIN-RENAULT: Thanks.

MR. LEWIS: Yes.

MS. NELSON: Diane Nelson (indiscernible) Youth Home for Girls. I recently accepted a young lady out of Massachusetts. She's originally from Baltimore. I don't want to rain on anyone's parade, but a lot of things were promised, in actuality, didn't happen. We took the young lady. Her behaviors are so much more than what her 8-18 said, and we almost have to fight monthly to continue the one-to-one services. So I'm just wondering if the new proposal -- will we go through the same thing in accepting the youth that are high intensity? She's extremely high intensity, but we fight every month for a one-to-one for this young lady. She needs a three-to-one, because she's fighting and stomping and spitting and -- on everybody, and it's just really a sad situation. We understand she's had a lot of

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trauma, but she's causing everyone else trauma, but we fight to get assistance for this young lady. Every job she's -- she's gotten fired from her job for fighting and it's just a mess, but there's no resources available to support the providers. There's not.

MS. THOMAS: So there's a two-fold way to answer that question. So this proposal is so that we can procure an increased capacity for services which identify what you're specifically saying. The youth that we are bringing back have a very high need and level of services, and they need increased staff ratio. It's unfortunate that your agency is having to deal with that situation, and if we could talk offline, I would definitely talk offline with you so that we can address whatever issues you need to address --

MS. NELSON: Thank you.

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MS. THOMAS: -- as far as getting the services and the help that you need for that young person. But that's the reason for this proposal is so that we can procure services -- high intensity services, high therapeutic services -- and I'm not sure what your program license says -- so that we can meet those specific needs when we are bringing those young people back into the state, as well as diverting those young people from going out of state.

MS. NELSON: Okay. Thank you.

MS. EDWARDS: Also, in conjunction with what Tennille said -- April Edwards, Placement and Permanency Supervisor here at SSA -- I'm currently working on revising the referral process in my (indiscernible) work group, and I do have providers that sit in that work group, as well as local department staff, so you will see, in the very near future, a different look to the 8-18s and what you

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receive so that we can try to be as transparent as possible on both ends.

MR. LEWIS: Go ahead.

MS. SMITH: Nicole Smith, Board of Child Care. Jennifer asked about the evaluation criteria for the sex trafficking victims, but what about the kids that are already being served that do meet the requirements for the same -- they were diverted out of state (indiscernible) currently; will they be considered as a profile for -- to be included in the present services for this RFP?

MS. THOMAS: It's a possibility that they can transfer programs, based on the -- that's based on the local department.

MS. SMITH: Okay.

AUDIENCE MEMBER: My question is the referral process. You're saying you're changing it. Is it going to be similar to the current referral

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process for these children?

MS. EDWARDS: When I say "the process," I mean the document, in and of itself; like it'll be the 8-18, 2018 version.

AUDIENCE MEMBER: Okay. I get it.

MS. EDWARDS: So, you know, it's a lot of documentation on supporting documents about trauma and things like that, so just in an effort to be more transparent to providers also, you know, because it does a disservice to the youth when a lot of things are not known up front and it could potentially cause some multiple placements. And on the providers end as well, we want them to be transparent in getting all the information, so just to be honest and say, "Yes, I can serve this youth," or like Tennille was saying, because our capacity is different, our youth look different, their behaviors are different, "I could take this youth if I had so-and-so supports."

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AUDIENCE MEMBER: And then for these particular youth, the process will be similar for the sex trafficking (indiscernible) --

MS. THOMAS: Yes.

MR. LEWIS: Okay. We'll take one more question, and then we'll move forward. Any other questions that you may have, please submit them to our Procurement Officer -- in writing, of course -- James Redditt, so that we can move forward, but we'll take the last question.

MS. GREEN: Shantel Green, Youth Transitions. My last question is once -- when you submit your Proposal, would it help if you would see what our ITC would look like for your particular agency, like what the trauma therapist is actually going to do to be able to provide, I guess, a treatment plan that the child will be able to really meet the needs that they have; you know what I mean?

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Well, not the standard ITC, because all of them look different, but what your -- but what my agency is going to do or the trauma therapist that I hire, like what her individualized treatment plan looks like for kids that come in that have these high intensity behaviors and the sex trafficking. Well, it may not even be trafficking; it may be sex trauma history. Would that help if you, you know, insert that inside of your proposal so you guys can see what it would look like?

MR. REDDITT: We'll provide a response to that question.

MS. GREEN: Okay. Thank you.

MR. LEWIS: Thank you.

MS. THOMAS: There was another question.

MR. LEWIS: Oh, we did?

MR. REDDITT: Yes.

MR. LEWIS: Oh, okay. Yes, sir. Please

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state your name and speak up please.

MR. UAGBOR: My name is Gabriel. I'm from Day By Day.

MR. LEWIS: Yes, sir.

MR. UAGBOR: The budget forms you have, are they going to be prepared and sent directly to your office or will we have to send that separately to MSDE?

MR. REDDITT: No, all your budget forms will come to the Procurement Officer, along with your Technical Proposals.

MR. LEWIS: Again, thank you so much.

MR. REDDITT: We didn't mean to cut anybody off. Does anyone have any other questions regarding Section 2 of the RFP? Before we continue with the pre-proposal conference, any other questions regarding Section 2 of the RFP?

(No response.)

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MR. REDDITT: In that case, we'll continue on to Section 5, and that's the Proposal Submission. Offeror shall submit simultaneously Proposals in separate volumes, a Technical volume and a Financial volume. In Section 5.2, Technical Proposal and Volume Two, the Financial Proposal shall be sealed separately from one another. It is preferred, but not required, that the name, e-mail address, and telephone number of the Offeror be included on the outside packaging of each volume. Each volume shall contain one original unbound and five bound copies, and the volumes shall be submitted separately in a single package including a label bearing -- as stated in the RFP. An electronic version CD or DVD of the Technical Proposal in Microsoft Word format must be included with the original Technical Proposal. An electronic version CD or DVD of the Financial Proposal in Microsoft Excel or Word format must be included with the original

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Financial Proposal. A second electronic version of Volume I and Volume II in searchable Adobe .pdf format shall be submitted on CD or DVD, for Public Information Act requests. This copy shall be redacted so that the confidential and/or proprietary information has been removed.

Section 5.2.4. Beginning with Tab B, all pages of the Proposal volumes shall be consecutively numbered from beginning (page one) to end (page X). The Title Page, Table of Contents, and any Claim of Confidentiality, which is Tabs A and A-1, shall be numbered using Roman numerals.

Section 5.2.5, For Offerors Proposing to Serve a Single Program Category in a Single Geographical Region. Offerors proposing to serve a single RCC program category in a single geographic region -- geographical region shall submit one Proposal for that RCC program category and region.

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Offerors must identify the specific geographical region, site location, number of beds and gender/age of the children to be served using the RCC Program Service Form, which is Attachment P. Offerors proposing to serve a single program category in multiple geographic regions shall submit one proposal for that RCC program category that identifies each specific geographic region, each site location in the region, number of beds for each site location, and gender/age of the child -- of the child or children served at each site -- each site location using the RCC Program Services Form. A separate RCC Program Services Form must be submitted for each region site location, if applicable.

For Offerors Proposing to Serve Multiple Program Categories in a Single Geographic Region. Offerors proposing to serve multiple RCC program categories in a single geographic region shall submit

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a separate Proposal for each RCC program category the Offerors intend to serve. Offerors must identify the specific geographic region, site location, number of beds, and gender/age of the children to be served using the RCC Program Services Form.

For Offerors Proposing to Serve Multiple Program Categories in Multiple Geographic Regions. Offerors proposing to serve multiple RCC program categories located in more than one geographic region shall submit a separate Proposal for each RCC program services category submitted -- the Offeror intends to serve. The Offerors must identify the specific geographic region, each site location in the region, and the number of beds for each site location, and the gender/age of the children served at each site location using the RCC Program Services Form. A separate RCC Program Services Form must be submitted for each RCC program category, region, and site

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location.

Please note no pricing -- no pricing information is to be included in the Technical Proposal. Pricing information is to be included only in the Financial Proposal.

Technical Proposals shall include the following documents and information in the order specified. Each section of the RCC program -- I'm sorry -- each section of the Technical Proposal shall be submitted and separated by a tab as labeled -- as included in Section 5.4 of the RFP.

Section 5.5, the Financial Proposal. Under separate sealed cover from the Technical Proposal and clearly identified in the format identified in Section 5.2, this volume shall contain all price information for all services provided. All services provided to children by the Provider shall be included in the Provider's IRC or MSDE budget and rate. For Offerors

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with approved 2018 IRC or MSDE letters, if the Offeror's 2018 budget was approved by the IRC or MSDE by the time of Proposal submission, the Offeror need only to submit the IRC or MSDE-approved rate letter.

For Offerors Proposing to Serve a New Program. Offerors submitting Proposals for a new program must complete the appropriate Budget Application for either IRC or MSDE Division of Special Education - Early Intervention Services Nonpublic Section approval, which is -- whichever is applicable. The Budget Application shall contain all financial information that the Offeror determines to be relevant to the Proposal. When determining prices, Offerors must consider the appropriate Living Wage Requirements, if applicable. All Offerors submitting Proposals for new programs shall submit to the Procurement Officer an original, one copy, and a CD of the Financial Proposal. All Financial Proposals

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submitted to the Procurement Officer for new programs shall be delivered by DHS to the IRC or MSDE Division of Special Education - Early Intervention Services Nonpublic Section, whichever is appropriate. Offerors proposing new programs do not need to forward Financial Proposals directly to the IRC or the MSDE. The IRC or MSDE will provide a copy of the Staffing Pattern Grid and LOI Score Sheet to the DHS Office of Licensing and Monitoring for review and confirmation of the Offeror's staffing and level of intensity.

Moving on to Section 6, which is the Evaluation and Selection Process. Evaluation of Proposals will be performed in accordance with COMAR 21.05.03 by a committee established for that purpose and based on the level -- I'm sorry -- on the evaluation criteria set forth in the RFP. The Evaluation Committee will review Proposals, may participate in Offeror oral discussions and

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presentations, and will provide input to the Procurement Officer. The Department reserves the right to utilize the services of individuals outside of the established Evaluation Committee for advice and assistance, as deemed appropriate.

Section 6.2, the Evaluation Criteria. The criteria to be used to evaluate Technical Proposals are listed as follows in descending order of importance: Performance Report; Offeror's Technical Response to Statement of Need/RFP Requirements and Work Plan; Offeror's qualifications and capabilities; experience and qualifications of proposed staff, including proposed subcontractors; and economic benefit to the State of Maryland.

Section 6.3, Financial Proposal Evaluation Criteria. The IRC or MSDE Division of Special Education will determine the Provider's rates or the price of the Proposal in order to establish a

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financial ranking of the Proposals from lowest (most advantageous) to highest (least advantageous) price.

Section 6.5, Selection Process Sequence. A determination is made first that the VSBE Utilization Affidavit and Subcontractor Participation Schedule is included and is properly completed, if there is a VSBE goal. Secondly, a determination is made that all Minimum Qualifications, if any, have been met and satisfied.

Then the Technical Proposals are evaluated for technical merit and ranked. During this review, oral presentations and discussions may be held. The purpose of such discussions will be to assure a full understanding of the State's requirements and the Offeror's ability to perform the services, as well as to facilitate arrival at a Contract that is most advantageous to the State. Offerors will be contacted by the State as soon as possible if any discussions

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are scheduled.

Offerors must confirm in writing any substantive oral clarifications of or changes in their Technical Proposals made during the course of discussions. Any such written clarifications or changes then become part of the Technical Proposal for evaluation purposes. Technical Proposals are given a final review and ranked.

The Financial Proposal of each qualified Offeror will be evaluated and ranked separately from the Technical evaluation. Upon completion of the Technical Proposal and Financial Proposal evaluations and rankings, each Offeror will receive an overall ranking. The Procurement Officer will recommend award of the Contract to the responsible Offeror that submits the Proposal determined to be the most advantageous to the State. In making this most advantageous Proposal determination, Technical

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proposals will receive greater weight than Financial Proposals. At this time, I will open the floor for any other questions you may have. Yes, sir.

AUDIENCE MEMBER: I just had a quick one. As far as the three-to-one ratio at school, it doesn't apply?

MS. THOMAS: No.

AUDIENCE MEMBER: And you're going to get back to us about the overnight?

MS. THOMAS: Yes.

MR. REDDITT: Any other questions?

AUDIENCE MEMBER: What's the timing on those questions being answered?

MR. REDDITT: As soon as we have answers available, but -- I'm sorry. As soon as the answers are -- as soon as the answers are available, but they will be provided with enough time for you to submit -- for you to submit your proposals. We want to give you

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enough time to review the responses and time to formulate them into your proposal submissions. Any other questions?

(No response.)

MR. REDDITT: Well, I'd like to remind everyone that the Proposals are due on -- at three o'clock p.m. on Tuesday, December 19th, three o'clock p.m. I want to thank all of you who are interested in serving the -- this most important population of clients for the State. And if there are no more questions, this concludes the pre-proposal conference. Thank you all for attending. Have a great day.

(Whereupon, at 11:40 a.m., the pre-proposal conference was concluded.)

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CERTIFICATE OF NOTARY

I, Deborah B. Gauthier, Notary Public,
before whom the foregoing testimony was taken, do
hereby certify that the witness was duly sworn by me;
that said testimony is a true record of the testimony
given by said witness; that I am neither counsel for,
related to, nor employed by any of the parties to this
action, nor financially or otherwise interested in the
outcome of the action; and that the testimony was
reduced to typewriting by me or under my direction.

This certification is expressly withdrawn

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upon the disassembly or photocopying of the foregoing transcript, including exhibits, unless disassembly or photocopying is done under the auspices of Hunt Reporting Company, and the signature and original seal is attached thereto.

DEBORAH B. GAUTHIER,
Notary Public in and for the
State of Maryland

My Commission Expires:
October 17, 2019